



Xavier Charter School Board Meeting Minutes June 10, 2015 6:00 p.m.

I. Roll Call Attendance

6:05 p.m. call to order James Wallace- absent, Melissa Crane- present, Debbi Burr- present, Heather Roberts – present, Shawna May- present, and John Kapeleris –absent

II. Approval of Agenda - change in order: Move 7c up to 5a5 position, 5f move up to right after 5a, move executive session; add 5m School Calendar - school calendar needs to be amended for the SAT day- this is due to State requirement of having the school calendar submitted prior to the next meeting.

Motion: To approve the agenda as amended

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carries

III. Consent Calendar

- A.** Approval of minutes from May 13, 2015
- B.** Approval May Accounts Payable
- C.** Enrollment
- D.** Policies: 3200, 5320F, 5320P, 5400
- E.** Lead Teacher Reports
- F.** PFA Report
- G.** HOS Report

Motion: To approve consent calendar as amended,

Made by: Heather Roberts

Seconded by: Shawna May

Result: all in favor; motion carries

IV. Public Input – none

V. Budget, Finance and other District Operations

- A. Annual Meeting of Xavier Charter School 501(c)3 Corporation**
 - 1. Ratify School Board Election Results** – 221 votes were cast Brian Hilverda received 79, Heather Roberts 74 and John Kapeleris 68. Brian Hilverda and Heather Roberts were elected to the two open seats.

2. Swear in Board Members- Heather Robert and Brian Hilverda read the oath of office.

Brian Hilverda – joined the board

3. Potential appointment of additional board member –The board discussed the merits of appointing John Kapeleris for a one year appointment to the board.

Motion: Appoint John Kapeleris for a one year appointment to the board.

Made by: Melissa Crane

Seconded by: Shawna May

Result: all in favor; motion carried

John Kapeleris - joined by telephone

4. Election of Board Officers-

a) Chair – John Kapeleris nominated **Debbi Burr** and Debbi Burr nominated **Shawna May**. **Shawna May** was elected as chair 3-2.

b) Vice-Chair – Melissa Crane nominated **Debbi Burr** and Debbi Burr nominated **John Kapeleris**. **Debbie Burr** was elected as vice-chair 5-0

c) Secretary – Heather Roberts nominated **Melissa Crane** and Melissa Crane nominated **John Kapeleris**. **John Kapeleris** was elected as secretary.

d) Treasure – Debbie Burr nominated **Brian Hilverda**. **Brian Hilverda** was elected.

5. Set Schedule for Regular Board Meetings in FY2016 – The board set the regular board meeting to the third Thursday of each month. The first meeting at this new date will be July 16th.

B. Proposed Eagle Scout Project – Seth Beus presented a proposal for gazebos for the lawn as an Eagle Scout Project.

Motion: To approve the proposal

Made by: Brian Hilverda

Seconded by: Melissa Crane

Result: All in favor

VIII. Executive Session as per Idaho Code 67-2345 (1) Subsections (a), (c)

Idaho code 67-2345 (1) (a) consider hiring of public official (b) consider evaluation, dismissal or disciplining or, to hear complaints or charges brought against an employee or student, (c) conduct deliberations considering legal negotiations or acquire real property (d) consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code (e) consider

preliminary negotiations involving matters of trade or commerce in which the governing body in competition with governing bodies in other states or nations (f) communicate with legal counsel (g) consider custody review of Idaho Department of Juvenile corrections (h) custody review (i) communicate with schools risk manager or insurance provider on pending litigation (2) labor negotiations.

Motion: To go into Executive Session pursuant **Idaho Code 67-2345 (1) Subsections (a), (d)** at 6:39 p.m.

Made by: Melissa Crane

Seconded by: Debbi Burr

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes and John Kapeleris –yes all in favor;

Motion: To come out of Executive Session at 7:21 p.m.

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes and John Kapeleris –yes all in favor;

Action Resulting from Executive Session:

Motion: To accept the resignation of Angie Smith and to hire Danielle Salts as the dance teacher, Amanda Hall as the music teacher and Rolland Kauffman as the day custodian.

Made by: Melissa Crane

Seconded by: Heather Roberts

Result: all in favor; motion carried

C. FY 15 Budget Amendments – Ms. Liu-Philo presented information regarding necessary budget amendments.

Motion: To approve the FY15 Budget Amendments as presented

Made by: Melissa Crane

Seconded by: Debbi Burr

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes and John Kapeleris –yes all in favor;

D. FY 16 Budget Hearing – Ms. Liu-Philo presented the proposed budget to the board and they were given the opportunity to ask questions and the public was given the opportunity to make comment.

Motion: To approve the FY 2015-2016 Budget

Made by: Melissa Crane

Seconded by: Debbie Burr

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes and John Kapeleris –yes all in favor;

E. Business Manager's Report - The monthly financial reports were presented and the board was given the opportunity to ask questions.

Motion: To approve Business Manager's Report as presented

Made by: Debbi Burr

Seconded by: Melissa Crane

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes and John Kapeleris –yes all in favor;

F. Insurance Renewal – Mrs. Liu-Philo presented information regarding the insurance renewal for our liability insurance. It was recommended that we continue our coverage through Moreton and Company.

Motion: Renew the insurance coverage with Moreton and Company

Made by: Brian Hilverda

Seconded by: Melissa Crane

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes and John Kapeleris –yes all in favor;

Proposed Eagle Project – moved up in the agenda to B.

G. Food Service Contract – presented the contract with Twin Falls School District. The prices have increased ten cents per lunch for all lunches except for the reduced lunches.

Motion: To accept the contract with Twin Falls School District

Made by: Melissa Crane

Seconded by: Brian Hilverda

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes and John Kapeleris –yes; all in favor;

H. Student Lunch Prices – presented during Food Service Contract

I. Vendor Contracts – Mr. Moon presented information regarding contracts for services the only changes being considered are with the cleaning service.

J. Student Fees – Mr. Moon presented a student fees proposal for the FY 15-16, the fees have not changed from last school year.

Motion: To approve the FY 15-16 fee schedule as presented

Made by: Brian Hilverda

Seconded by: Melissa Crane

Result: all in favor; motion carried

K. Classified Staff, HOS, Business Manager – Bonuses for the classified staff were discussed.

Motion: to accept the proposal for classified staff bonuses for a total of \$6600

Made by: Melissa Crane

Seconded by: Brian Hilverda

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes and John Kapeleris –yes all in favor;

Motion: to give the Head of Schools and the Business Manger a bonus of \$500 for the extra effort that went into the bonding process

Made by: Debbi Burr

Seconded by: Melissa Crane

Result: no vote

Amended Motion: to give the Head of Schools and the Business Manger a net bonus of \$500 for the extra effort that went into the bonding process

Made by: Debbi Burr

Seconded by: Melissa Crane

Result: Roll Call: Melissa Crane- yes, Debbi Burr- yes, Heather Roberts – yes, Shawna May- yes, Brian Hilverda – yes and John Kapeleris –yes all in favor;

L. Policies 1220, 2435

1. Policy 1220 – The board discussed the proposed changes to Policy 1220 and will table this until next month

2. Policy 2435 – The board discussed Policy 2435 and determined that it will be tabled until July.

M. School Calendar – Mr. Moon presented the proposed amendment to the school calendar. The date for SAT testing is April 12. The last day of school for the seniors would be June 2nd with graduation on June 3rd. Spring Showcase will be May 26th the proposal is to take May 27th off instead of February 12th.

Motion: To amend the calendar for the SAT testing to be held April 12 and the last day of school for the seniors on June 2nd.

Made by: Debbi Burr

Seconded by: Brian Hilverda

Result: all in favor; motion carried

VII. Student Outcomes

A. Testing Update – Mr. Moon presented information regarding the ISTARs testing. The final results have not been submitted yet.

B. Title I – Mr. Moon discussed information regarding Targeted Assistance vs. Schoolwide Title I-A Programs.

VIII. Board Focus Areas

A. Schedule Board Retreat – reschedule for September 19th from 9 to 2

B. By-law Change – The By-Laws and proposed change was discussed. This will be re-visited in July

C. Potential appointment of additional board member – moved to V. a -ii

IX. Adjourn

Motion: To adjourn at 10:09 p.m.

Made by: Debbi Burr

Seconded by: Melissa Crane

Result: all in favor; motion carries